DATA DESIGNER

Clinical research on addiction psychiatry

Research Center of the Centre hospitalier de l'Université de Montréal

The Research Center of the Center hospitalier de l'Université de Montréal (CRCHUM) is the largest research center in biomedical sciences and health care at the University of Montreal, and among the largest in Canada. Located at the Champs de Mars metro station, the CRCHUM offers a dynamic and innovative work environment in ultramodern facilities at the cutting edge of technology.

The CRCHUM promotes job stability and supports the development and professional improvement of its employees who benefit from a full range of social benefits (flexible hours, teleworking policy, pension plan (REGOP), generous leave policy).

Laboratoire Didier Jutras-Aswad

The candidate will be part of an established research team of international reputation frequently solicited by policy makers and other knowledge users. The multidisciplinary team includes the data management team, project managers, medical writers, research officers and patient partners who will support the intern in their performance. For more information on the laboratory outreach, please visit the website (https://labo-jutras-aswad.ca/) and follow the news on Twitter (@DJutras_Aswad).

Job Description

The candidate will be involved in the development and implementation of databases for the various clinical trials taking place in the dynamic DJA team, focusing on psychoactive substances, mental health and drug addiction.Under the supervision of the data manager, the candidate will acquire expertise and master the different activities involved in the data management of clinical trials: knowledge of the different regulatory aspects of projects, deepening knowledge of different software used in database development, database development on EDC systems, preparation of datasets, descriptive analysis, quality control, data security policy, data collection procedures.

Responsabilities

This person will be responsible for:

- ✓ Implement forms and instructions on EDC platforms (such as RedCap, Qualtrics or similar) following established survey structure for multiple studies and CRFs approved by REB.
- ✓ Make changes as needed to the EDC databases for the primary data collection instruments, including programming skip patterns, logic and edit checks.
- ✓ Create and maintain data dictionaries for datasets (on REDCAP and shared Teams platform).
- ✓ Trouble-shoot database issues with EDC Administrator (for example, CITADEL for REDCAP) until resolution is obtained.
- ✓ Assist in the management of user access/withdrawal to different projects in collaboration with CITADEL.
- ✓ Develop eCRF until finalization along with research team members, this includes eCRF guidelines according to design of the eCRF and manual development for study protocols.
- ✓ Assist in the development of a Data Management Plan (DMP), when applicable, that outlines CRF flow, data queries, manual checks, and data listings needed to facilitate data cleaning.
- ✓ Be involve in research meetings to discuss and/or update on study design, survey preparation and database development.
- ✓ Assist in the development of standard operating procedures for data management.

- ✓ Develop standard analytical summary data files, produce descriptive reports, including tables and graphs and review statistical outputs for consistency and quality assessment under the supervision of the Data manager.
- ✓ Other duties as assigned.

Qualifications

- ✓ An excellent level of French and English.
- ✓ A level of education, training and experience equivalent to a bachelor's degree in a relevant discipline (i.e. public health, Bioinformatics, Mathematics, Computer Science and/or Engineering).
- ✓ An experience in health science is preferable.
- ✓ Advanced knowledge of clinical trial process and data management process.
- ✓ Experience in bioinformatics software development working with both large and complex datasets.
- ✓ Experience in data and statistical analysis is a plus.
- ✓ Excellent communication skills; ability to work in a team environment with medical personnel, clinical monitors, statisticians, programmers, and medical writers.
- ✓ Ability to function in a fast-paced software development environment and be able to balance tight schedules with high levels of quality.
- ✓ Critical thinking, decision making and attention to detail.
- ✓ Strong organization skills.
- ✓ Ability to work independently.

Status and advantages

- ✓ Full-time position, 35 hours per week, daytime from Monday to Friday
- ✓ Flexibility of the schedule and work from home possible
- ✓ Start date: as soon as possible
- ✓ One year contract, renewable
- ✓ Salary and benefits according to CRCHUM policies
  - Between 26.66$ et 38.22$ per hour
  - 20 days of vacation per year after one year
  - 13 statutory holidays
  - 9.6 cash-convertible sick days
  - Non-unionized position
  - Pension plan (RREGOP) from the first day of employment
  - Group insurance

To Apply

Interested candidates should e-mail their curriculum vitae and their cover letter to:
pamela.lachance-touchette.chum@ssss.gouv.qc.ca

Only successful candidates will be contacted for an interview.

The CRCHUM invites women, Aboriginals, visible minorities, ethnic minorities and people with disabilities to apply. The CRCHUM adopts a broad and inclusive definition of diversity that goes beyond applicable laws. The CRCHUM thus encourages all people, regardless of their characteristics, to apply. In accordance with Canadian immigration requirements, please note that priority will be given to Canadian citizens and permanent resident.